



Coimisiún na Scrúduithe Stáit

State Examinations Commission
Cor na Madadh, Baile Átha Luain, Co. na hIarmhí
Cornamaddy, Athlone, Co. Westmeath

S90/05

To: Management Authorities of Second Level Schools

Leaving Certificate Geography Reporting Booklet 2006 and List of Prescribed Topics, 2007

As you are aware a revised syllabus for Leaving Certificate Geography was introduced in schools from September, 2004. The revised syllabus will be examined for the first time in the Leaving Certificate examination of 2006.

Assessment will feature **two** components at both Ordinary and Higher levels:

- (i) Practical coursework and
- (ii) A Final, Written Examination

At both levels, the practical coursework will carry a weighting of 20% of total marks.

The practical coursework must be submitted in the Geographical Investigation Reporting Booklet, which is enclosed for your information.

The purpose of this circular is to outline arrangements for the presentation and assessment of the Reporting Booklet. It should be read in the context of circulars S68/04 and S69/04, which set out the policy and practice of the State Examinations Commission (SEC) in relation to the assessment of practical coursework in the certificate examinations. Copies of these circulars are available on the SEC website, www.examinations.ie.

Use of pro-forma coursework booklets

A Coursework Reporting Booklet is to be completed by each candidate in the course of the current school year. Should candidates wish to have practice at writing up the pro-forma booklets before beginning their examination submission, they are asked to do so on photocopied versions of the pro-forma booklets. The State Examinations Commission will **not send out** duplicate copies to facilitate practice attempts at filling out the pro-forma booklets. Each candidate should submit only **one** booklet, reporting an investigation on **one** of the prescribed topics **for 2006**. The coursework must be submitted in a standard form in the booklet supplied for that purpose by the Commission.

The attention of teachers and of candidates is drawn to the “Information for Candidates”, on pages 2 and 3 of the booklet. It is the responsibility of each candidate to ensure that she/he reads and understands all of this information **before** commencing completion of the booklet.

The following in particular is emphasised:

- **All argument, whether written or graphical, must be written or drawn on the appropriate pages of the booklet only. No additional paper or other material should be attached to or otherwise included with the booklet. This stipulation is made because of the Commission’s concern that such material – however secured – might become detached and lost – resulting possibly in a loss of marks.**

Importance of ensuring that the Reporting Booklet is the candidate's own individual work

The writing up of the Reporting Booklet must be the candidate's own individual work. Completed Booklets will be accepted for assessment only if the school authorities have certified on forms to be provided by the Commission, that they are the candidates' own unaided work. Teachers should monitor the progress of the candidates' work on a regular basis. The attention of all candidates and their teachers should be drawn to circular S68/04 and S69/04. **Please note, however, that the writing up of the pro-forma reporting booklet must be the candidate's own individual work.**

Any incidence of suspected copying, improper assistance from another party, plagiarism or procurement of pieces prepared by another party will be thoroughly investigated. Candidates should be advised of the penalties that may be applied under the Rules and Programme for Secondary Schools, which range from loss of the subject to loss of the entire examination in all subjects, to being debarred from the Certificate Examinations in future years.

It is recognised that the field-based work in a geographical investigation may be undertaken in groups. **However, the report must in every case be the individual's own work.** The candidate's own individual contribution must be clearly identified in the booklet. It is the responsibility of **each** candidate in the group to ensure that his/her work is clearly presented. Direct copying of material from secondary sources – other than essential references, e.g. definitions - is not permitted. Where there is evidence of collaboration or copying in the reporting of any aspect of an investigation, the report presented will be deemed invalid.

Reporting Booklets should be completed by **28 April 2006**. On the date of completion each candidate should be instructed to place his/her completed Reporting Booklet into a candidate envelope, which the Commission will provide. The candidate will be required to put his/her candidate number on the cover of this envelope. The envelope when sealed should be handed by the candidate to the school authorities. Schools are requested to retain all Reporting Booklet envelopes in a secure place until the day of the written examination.

Candidates should fill in their Examination numbers in the appropriate boxes. A supply of specially designed envelopes will be sent to the schools in due course.

Answering through Irish

Please note that in keeping with all other examinations that have components other than the formal written examination, bonus marks will not be awarded to any coursework completed in Irish.

List of Prescribed Topics, 2007

A list of the prescribed topics **for 2007** is also enclosed.

Please bring this circular and the List of Prescribed Topics for the Geographical Investigation, 2007 to the attention of all teachers of Leaving Certificate Geography in your school.

If you have any queries please contact the State Examinations Commission at 090 644 2760.

Kathleen Kiveney
Assistant Principal

December 2005